

Hannah Owens

865 Westpointe Dr
Shelbyville, IN 46176
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EXPERIENCE

Ray Skillman GMC, Indianapolis, Indiana — *File Clerk/Receptionist*

June 2020 - March 2021

Answering phones, Scanning and filing deals, Greeting customers

Subway, Shelbyville, Indiana — *Sandwich Artist*

September 2018 - August 2019

Cooking, Customer Service, Maintenance

EDUCATION

Shelbyville High School, Shelbyville, Indiana — *Diploma*

August 2016 - May 2020

General Studies-Core 40

SKILLS

Fast Learner

Excellent Multitasker

Excellent Customer Service

Works Well Under Pressure